

Protecting Our Environment



THE DEQ ANALYST

If you'd like to apply your scientific education and/or experience to the environmental field, you may want to consider a career as a DEQ analyst. The analyst series offers a defined career path starting at the Analyst 1 entry level and progressing to the journey-level Analyst 3. While the majority of DEQ analyst positions lie at the Analyst 3 level, career advancement opportunities may be available at the Analyst 4 or Analyst 5 level. Positions within the analyst series include research and analysis; monitoring and assessment; permitting; inspection and compliance; planning; regulatory development and implementation; liaison activities; outreach and education; and program/project management.

ANALYST 1 - Pay Grade H (Salary Range \$12.96–\$21.64)

The Analyst 1 is an entry-level professional who works within defined guidelines and under direct supervision to perform environmental program technical activities, operational support and administrative duties. Typical duties may include:

- gathering, entering and compiling data;
- developing spreadsheets and databases;
- records maintenance and research;
- preparing reports, sketches and maps;
- sampling, monitoring, surveillance and field inspection; and
- compliance and enforcement activities.

MINIMUM QUALIFICATIONS: Bachelor's degree in the physical or biological sciences or a field related to the specialty area; or any combination of education and/or experience equivalent to a bachelor's degree.

ANALYST 2 - Pay Grade K (Salary Range \$16.59–\$27.46)

The Analyst 2 applies an understanding of environmental objectives, policies, procedures and administrative processes to conduct analytical activities necessary to maintain and/or support environmental programs/projects. Typical duties may include:

- providing technical assistance and recommendations on the development and implementation of policies and procedures, rules and regulations, and department programs;
- preparing technical written reports and policy papers; and
- planning, organizing and developing program materials, rule-making proposals, reports and databases for projects.

MINIMUM QUALIFICATIONS: Bachelor's degree in the physical or biological sciences or a field related to the specialty area AND at least two years' experience performing routine duties in completing multiple tasks such as policy research, data collection, interpretation, analysis and preparation of reports and written documents.

DEQ is responsible for the management and protection of Idaho's environmental resources as set forth by the state's laws, regulations and policies. It administers delegated federal programs similar to state programs to avoid duplication and provide consolidated management.

DEQ assists Idaho's citizens in achieving their needs while protecting the state's environment for present and future uses.

DEQ protects the quality of the state's surface and ground-water resources through permitting, monitoring, and providing technical assistance. Areas of emphasis include TMDLs, nonpoint-source pollution, groundwater, source water assessment, drinking water and waste water.



DEQ also protects air quality in the state by issuing air quality permits; ensuring compliance through technical assistance;

monitoring; and working with local communities, industry, other agencies, and the EPA to develop and implement plans to improve air quality in non-attainment areas. Areas of emphasis include visibility, particulate matter monitoring and impacts of growth and transportation.

DEQ is responsible for monitoring and controlling the generation, treatment, storage and disposal of wastes in Idaho through technical assistance, permitting, corrective action, and inspecting waste facilities to ensure proper operation.

Areas of emphasis include Superfund sites, hazardous waste, solid wastes and remediation of contaminated sites.



ANALYST 3 - Pay Grade L (Salary Range \$18.14–\$30.04)

The Analyst 3 is a journey-level position and comprises the majority of DEQ positions. Incumbents apply an advanced technical understanding to serve as the technical lead of a specific program/discipline in the preliminary development and implementation of plans, regulations, standards and guidelines. Typical duties may include:

- planning, researching, organizing, implementing, managing and evaluating environmental programs or components;
- regulatory or permit inspection, compliance, negotiation, enforcement, public relations and policy communication;
- developing recommendations for project or regulatory solutions, standards or applications of theory;
- serving as a departmental liaison to industry, other agencies and the public;
- public and agency group facilitation/decision making, consensus building, problem solving/resolution; and
- public outreach and education.

MINIMUM QUALIFICATIONS: Bachelor's degree in the physical or biological sciences or a field related to the specialty area AND at least four years' experience in the specialty area such as planning, research, regulatory development and/or implementation of component(s) of environmental programs or media.

ANALYST 4 - Pay Grade N (Salary Range \$21.25–\$35.15)

At the Analyst 4 level, the incumbent has primary responsibility for the planning, development and/or implementation of major environmental programs or large-scale projects. Responsibilities may include:

- establishing program goals, objectives, procedures and priorities;
- conducting strategic planning, program development and implementation;
- providing technical assistance, consultation and regulatory/policy interpretation;
- identifying funding sources, preparing grants and negotiating grant awards;
- recommending and monitoring budgets;
- public and agency group facilitation/decision making and outreach/education;
- intricate multimedia environmental-enforcement inspections;
- regulatory analysis and interpretation for unusual situations; and
- determining the nature and scope of environmental issues.

MINIMUM QUALIFICATIONS: Bachelor's degree in the physical or biological sciences or a field related to the specialty area AND at least six years' professional experience providing management, technical assistance, resource allocation and policy interpretation to staff, special interest groups and the public.

ANALYST 5 - Pay Grade P

(Salary Range \$24.52–\$40.56)

The Analyst 5 requires strong scientific and/or administrative expertise to provide leadership, vision and innovative problem-solving skills. As the primary program manager for a major statewide program, and the department expert, the Analyst 5 positions are high-profile with critical decision-making accountability. Responsibilities may include:

- program development, implementation and evaluation;
- final review and authorization of complex or high-profile permits, reports and statewide environmental projects or enforcement actions;
- management of technical communications and publications;
- budget preparation and grant development and administration; and
- developing policy and policy revisions and providing direction for program planning and regulatory development and compliance.

MINIMUM QUALIFICATIONS: Bachelor's degree in the physical or biological sciences or a field related to the specialty area AND at least eight years' professional experience providing management, technical assistance, resource allocation and policy interpretation to staff, special interest groups and the public OR possession of a master's degree in the sciences or related field and at least five years' professional experience providing management, technical assistance, resource allocation and policy interpretation to staff, special interest groups and the public.

ANALYST CLASSIFICATION

For application materials, visit:

Division of Human Resources
700 W. State Street
Boise, ID 83720
(208) 334-2263
www.dhr.state.id.us
EOE/AA

Idaho Department of Environmental Quality
1410 N. Hilton
Boise, ID 83706
208-373-0502
www.deq.state.id.us

Position descriptions are not inclusive of all duties that may be required. Typically these positions have Minimum Qualification Specialties requiring expertise within a particular medium, technical discipline or administrative function in addition to specialty skill areas.